

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: July 5, 2016
CC: All Departments



Town Administrator: This past week's activities included welcoming Jerry Coogan, Planner and Consultant to Town Hall as our new interim part-time planner. Jerry will be working in Town Hall one day a week and providing offsite support via e-mail and telephone. On Monday evening I attended the annual meeting of the Lakes Region Planning Commission in Wolfeboro. Thursday I assisted the CIPC in their meeting which included ranking and classifying the 2017 capital projects, both existing and new ones. On Friday new Town Counsel Attorney Matt Serge was in Town Hall to meet with Chairs of the Select Board, Planning Board and Zoning Board to discuss future training and pending legal matters. This week we will have a Department Head meeting on Tuesday morning at 9 a.m. and a regular Select Board meeting on Thursday at 7 p.m. I will be out of the office all day on Friday this week. Hope you all had a wonderful 4th of July holiday weekend and many thanks to all who organized and participated in the great 4th of July parade on Monday! Have a great week everyone!

Finance: Nothing to report this week.

Assessor: Vision Government Solutions interior inspections continues, by appointment July 5-8.

Tax Collector: Nothing to report this week.

Town Clerk: Nothing to report this week.

Public Works & Facilities: A stop sign and speed limit sign were installed at the intersection of Wentworth Shores and Shaker Jerry Road. Grading and rolling were completed on Far Echo, Ben Ayers, Bartlett Landing and Lunt Roads. Ditching was done on Ferry Road with the excavator. Pavement was repaired on Lunt Road using 1.5 tons of cold patch. The Route 109 & 25 intersection was swept. The crew assisted an outside contractor with the Lake Shore Drive sewer basin's repairs in preparations for asphalt/rubber chip seal. The crew removed 6 more trees at the Far Echo intersection project and the old mailboxes were removed from the site due to the placement of the utility pole being changed by FairPoint. The loader was taken to the WMF for the weekend. Crosswalks were painted at: Long Island Beach (2), Far Echo crossing, Jo-Jo's and the Neck Fire Station, the Library, and Holland Street. The crew raked Long Island Beach on Friday for the long holiday weekend and the milfoil trailer was emptied. The crew picked up 1 ton of asphalt cold patch and a load of woodchips were shipped to the power company. Agent Kinmond spoke with the Town Engineer several times on the intersection projects to address pole relocation at the Far Echo/Moultonboro Neck intersection, landscaping plan at Shaker Jerry/Wentworth Shores Roads and pay request by contractor. The intersection contractor called Agent Kinmond on Saturday, regarding a washout after the heavy rain on Friday. After reviewing the area Agent Kinmond advised the contractor that the rip-rap stone area would need to be expanded to help mitigate the erosion. Agent Kinmond commented on an employee evaluation, and had discussions with the Town Administrator on personnel matters.

Facility & Grounds Division: Playground Drive facility was mowed and spruced-up for the holiday weekend. The slope at the Library was trimmed and mowed; recyclables and trash were collected at all Town buildings. Village flags in need of repair were picked up and replaced using the bucket truck. F&G Leader Kepple suggested that the flag pole brackets be lowered by a foot in the future to avoid damage. Bottled water was delivered to the Neck Fire Station and the WMF. Trash was picked up at Long Island Beach. F&G Leader Kepple met with A-Plus Alarm to discuss the key pads at the PSB and also assisted the Highway crew with flagging while they were painting the crosswalks. Mowing and trimming was done at the WMF and Route 109 & 25 intersection. The crew delivered stone to WMF and assisted in filling sign buckets, and watered the flowers at Town Hall. The Town line Adopt a Spot sign has been updated and installed.

WMF Division: This week Supervisor Filpula reports they shipped out a total of 4 demo containers due to the large volume of bulky furniture that came in this past week. Also, shipped were 3 recyclable containers and 4 msw. There was also 2 extra msw/recycle containers delivered in preparation for the 4th of July's heavy traffic volume. Staff fabricated new sign post tool holders and weighted barrels to hold the signs for the different containers.

Other Items to Report: Rick Martel attended T2 training, Grader class in Weare, NH. The electric and cable companies have reported they intend to get the poles moved Monday or Tuesday of next week at the Far Echo and Moultonboro Neck intersection project location.

Moultonborough Police Department: Nothing to report this week.

Moultonborough Fire Department: Nothing to report this week.

Office of Development Services Planning: Nothing to report this week.

Human Services: Nothing to report this week.

Recreation Department: Summer camps and swim and tennis lessons are off to a great start. Last Thursday was MRD's first of two Movie in the Park Events at Playground Dr. The event was rescheduled from June 29 to June 30th due to predicted storms. There was a good turnout and it was an enjoyable evening. The 2nd Movie in the Park is scheduled for August 17. The summer concert series starts this week, Wednesday, July 6 and entertainment will be provided by "Kids from the 'Borough", made up of several talented Moultonborough Academy students! Popcorn and lemonade will be available by donation at the event. MRD has the annual Water Carnival scheduled for July 23, at Long Island Beach from 2-4 p.m., with many water games, cannonball and sand castle contests, along with the Cardboard Boat Derby (only materials allowed are cardboard and duct tape). Families are encouraged to participate and enter their homemade creation for the event. We look forward to hot sunny weather, and a big turnout!

Important Dates to Remember

Board of Selectmen's Meeting, July 7, 2016, 7 PM

Board of Selectmen's Meeting, July 14, 2016, 7 PM

Board of Selectmen's Annual Retreat, Date, Time & Place to be Determined

Board of Selectmen's Meeting, July 21, 2016, 7 PM

Board of Selectmen's Work Session, July 28, 2016, 4 PM

Staff Meeting, Tuesday – July 5, 2016, 9 AM